The City Council of the City of Mattoon held a regular meeting in the Council Chambers at City Hall on November 15, 2005 at 7:01 p.m.

Mayor White presiding.

The following members of the Council answered roll call: YEA Commissioner David Cline, YEA Commissioner Terry Cook, YEA Commissioner Randy Ervin, YEA Commissioner David Schilling, YEA Mayor Charles E. White.

Also in attendance were City personnel: City Administrator Richard Underkofler, City Attorney/Treasurer J. Preston Owen, Public Works Director David Wortman, Community Coordinator Kyle Gill, Police Chief Larry Metzelaars, Assistant Public Works Director Chris Hartbank, Fire Chief Bruce Grafton, Tourism Director Beth Hettinger, and City Clerk Susan O'Brien.

CONSENT AGENDA

(Items listed on the Consent Agenda are considered to be routine in nature and will be enacted by one motion. Prior to asking for a motion to approve the Consent Agenda, the mayor will ask if anyone desires to remove an item from the Consent Agenda for public discussion. No separate discussion of these items will occur unless a Council Member requests the item to be removed from the Consent Agenda. If an item is removed from the Consent Agenda, it will be considered elsewhere on the agenda for this meeting.)

Mayor White seconded by Commissioner Schilling moved to approve the consent agenda consisting of: minutes of the regular meeting November 1, 2005; Fire Department report for the month of October; payroll and bills for the first half of November including HOME Rehab Grant Expenditures; Special Ordinance 2005-1100, vacating a 28' alley in Block One in Urban Heights Subdivision between Logan Avenue and First Division Street behind Pagliacci's Restaurant – First Mid-Illinois Bank & Trust No. 44-0349-10 and Cornell Enterprises, Applicants. This ordinance would be subject to payment of fair market value of the vacated premises to the municipality and subject to all utility easements presently in existence. Title to one half of the vacated alley would be conveyed to the adjacent property owners; Council Decision Request 2005-534, reporting bids received and authorizing a \$69,873.84 procurement from Municipal Emergency Services, Inc. (MES-Global) for new self contained breathing apparatus for use by Fire Department personnel. A FEMA grant will underwrite 95% of the cost of this equipment; Council Decision Request 2005-535, approving specifications, a cost estimate and authorizing a solicitation for competitive bids to refinish the floor area in the prisoner process area (booking room) of the Police Building; and Council Decision Request 2005-536, approving specifications, a cost estimate and authorizing a solicitation for cowpetitive bids to replace carpet floor coverings with rubber safety tile in the Police Department buildings.

Bills and Payroll for the first half of November

	General Fund	
Payroll		\$ 243,152.62
Bills		\$ 70,732.12
	Total	\$ 313,884.74
	Hotel Tax Fund	
Payroll		\$ 1,408.33
Bills		\$ 2,886.75
	Total	\$ 4,295.08
	Festival Management	
Bills		\$ 2,478.49
	Total	\$ 2,478.49
	Insurance & Tort Judgment	
Bills		\$ 24,616.37
	Total	\$ 24,616.37
	Midtown TIF Fund	
Bills		\$ 1,390.00

		Total	\$	1,390.00
	Capital Project Fund			
Bills			\$	15,321.74
		Total	\$	15,321.74
	Water Fund			
Payroll			\$	31,219.49
Bills			\$	398,598.35
		Total	\$	429,817.84
	Sewer Fund			
Doxumo11	Sewer Fund		Φ	27 252 04
Payroll			\$	27,252.94
Bills		T . 1	\$	95,013.45
		Total	\$	122,266.39
D11	Cemetery Fund		¢.	2.052.55
Payroll Bills			\$ \$	2,952.55
DIIIS		Total		161.03
	Motor Fuel Tax Fund	1 Ota1	\$	3,113.58
Bills	Motor Fuel Tax Fund		\$	1,426.40
Dills		Total	\$	1,426.40
	Revolving Loan Fund	Total	Ψ	1,420.40
Bills			\$	1,000.00
		Total	\$	1,000.00
	Health Insurance			
Bills			\$	33,744.48
		Total	\$	33,744.48

SPECIAL ORDINANCE NO. 2005-1100

AN ORDINANCE VACATING A 28' ALLEY IN BLOCK ONE IN URBAN HEIGHTS SUBDIVISION BETWEEN LOGAN AVENUE AND FIRST DIVISION STREET IN THE CITY OF MATTOON, COLES COUNTY, ILLINOIS

WHEREAS, First Mid-Illinois Bank & Trust N. A., as Trustee of Trust 44-0349-10, and Cornell Enterprises has heretofore presented a Petition to the City Clerk to vacate an alley, which Petition requests that said alley be vacated by the City of Mattoon, Coles County, Illinois; and

WHEREAS, said Petition was recommended for approval at a regular meeting of the Mattoon Planning Commission held October 24, 2005

WHEREAS, the City Council of the City of Mattoon, Coles County, Illinois, has determined that the public interest will be served by vacating said alley so as to relieve the public from further burden and responsibility of maintaining the alley.

NOW, THEREFORE BE IT ORDAINED BY THE CITY COUNCIL FOR THE CITY OF MATTOON, COLES COUNTY, A MUNICIPAL CORPORATION, as follows:

Section 1. That the alley legally described as follows:

That certain 28' wide alley located between the West boundary of the South 37 feet of even length of Lot Three (3), Lot Four (4), and Lot Five (5) in Block One (1) in Urban Heights, being a plat of subdivision of Section Eighteen (18), Township Twelve

(12) North, Range Eight (8) East of the Third Principal Meridian, Coles County, Illinois and the East boundary of Lots Ten (10), Eleven (11), and the South 37 feet of even length of Lot Twelve (12) in Block One (1) in Urban Heights, being a plat of subdivision of Section Eighteen (18), Township Twelve (12) North, Range Eight (8) East of the Third Principal Meridian, Coles County, Illinois, extending from the South Boundary line of Lots Five (5) and Ten (10) in Block One (1) in Urban Heights, being a plat of subdivision of Section Eighteen (18), Township Twelve (12) North, Range Eight (8) East of the Third Principal Meridian, Coles County, Illinois to the North boundary line being 37 feet North of the South boundary lines of Lots Three (3) and Twelve (12) in Block One (1) in Urban Heights, being a plat of subdivision of Section Eighteen (18), Township Twelve (12) North, Range Eight (8) East of the Third Principal Meridian, Coles County, Illinois.

Be and the same is hereby vacated by the City of Mattoon, Coles County, Illinois, a Municipal Corporation.

Section 2. This Ordinance shall become effective immediately after First Mid-Illinois Bank & Trust, NA, as Trustee of Trust 44-0349-10, and Cornell Enterprises has tendered to the City of Mattoon an amount equivalent to the average of two appraisals of the fair market value of the alley premises.

Section 3. First Mid-Illinois Bank & Trust, NA, as Trustee of Trust 44-0349-10, and Cornell Enterprises having made the entire payment of the average appraised value shall be and is vested each with title to one half of the vacated alley premises as authorized by 65 ILCS 5/11-91-2. as follows:

First Mid-Illinois Bank & Trust, NA, as Trustee of Trust 44-0349-10, is hereby vested with fee simple title in and to the East one-half of the alley and the West one-half of the alley located adjacent to Lot Ten (10) as described in Section 1 above.

Cornell Enterprises is hereby vested with fee simple title in and to the West one-half of the alley located adjacent to Lots Eleven (11) and Twelve (12) as described in Section 1 above.

Section 4. This ordinance shall be deemed published as of the day of its adoption and approval by the City Council.

Section 5. Upon becoming effective, the City Clerk shall make and file a duly certified copy of this ordinance with the Clerk and Recorder's Office of Coles County, Illinois.

Upon motion by <u>Mayor White</u>, seconded by <u>Commissioner Schilling</u>, adopted this <u>15th</u> day of <u>November</u>, 2005, by a roll call vote, as follows by consent agenda:

AYES (Names): Commissioner Cline, Commissioner Cook,

Commissioner Ervin, Commissioner Schilling,

Mayor White
NAYS (Names): None
ABSENT (Names): None

Approved this 15th day of November, 2005.

/s/ Charles E. White Charles E. White, Mayor City of Mattoon, Coles County, Illinois

ATTEST:	APPROVED AS TO FORM
/s/ Susan J. O'Brien Susan J. O'Brien, City Clerk	/s/ Matthew R. Hortenstine Matthew R. Hortenstine Special Counsel for the City Council
Effective Date:	
Recorded in the Municipality's Records on _	.

Mayor White opened the floor for discussion. No discussion.

Mayor White declared the motion to approve the consent agenda carried by the following vote: YEA Commissioner Cline, YEA Commissioner Cook, YEA Commissioner Ervin, YEA Commissioner Schilling, YEA Mayor White.

PUBLIC PRESENTATION, PETITIONS AND COMMUNICATIONS

This portion of the City Council meeting is reserved for persons who desire to address the Council. The Illinois Open Meeting Act mandates that the City Council may NOT take action on comments received on matters that have not been identified on this agenda, but the Council may direct staff to address the topic or refer the matter for action on the agenda for another meeting. Persons addressing the Council are requested to limit their presentations to three minutes and to avoid repetitious comments.

Mayor White turned the public hearing over to City Attorney/Treasurer Owen, who opened the public hearing on recommendations regarding setback requirements of corner lots at 7:03 p.m. Community Coordinator Kyle Gill reviewed the inconsistencies and proposed corrections for residential of 10 feet setback and commercial of no setback per the recommendations of staff initiative, Planning Commission, and Zoning Board of Appeals reflected in Ordinance No. 2005-2510. Attorney/Treasurer Owen opened the floor for Council and public questions. There were no questions. Attorney/Treasurer Owen closed the public hearing at 7:06 p.m.

Mayor White seconded by Commissioner Ervin moved to adopt Ordinance 2005-5210, resolving inconsistencies in the Zoning Ordinance pertaining to set-back requirements on corner lots.

CITY OF MATTOON, ILLINOIS

ORDINANCE NO. 2005-5210

AN ORDINANCE RESOLVING INCONSISTENCIES IN THE ZONING ORDINANCE PERTAINING TO SETBACK REQUIREMENTS ON CORNER LOTS

WHEREAS, the Mattoon Zoning Ordinance has conflicting definitions and regulations applicable to setback requirements;

WHEREAS, revisions to the ordinance have been proposed to rectify the inconsistencies and to enable facilitate community growth and development;

WHEREAS, the Planning Commission for the City of Mattoon, Coles County, Illinois has recommended the revisions to Sections §159.04 and §159.49 of the Municipal Code of Ordinances, concerning front yard setbacks;

WHEREAS, the City Council for the City of Mattoon, Coles County Illinois deem that the recommended revisions are in the public interest.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL FOR THE CITY OF MATTOON, COLES COUNTY, ILLINOIS, as follows:

Section 1. Section §159.04 of Chapter 159 of the Code of Ordinances of the City of Mattoon is hereby amended as follows:

§ 159.04 DEFINITIONS

LOT, CORNER. A lot situated at the intersection of two streets. Front yard setbacks shall apply to both fronts.

LOT LINE, FRONT. A line separating the lot from a street.

Section 2. Section §159.49 of Chapter 159 of the Code of Ordinances of the City of Mattoon is hereby amended as follows:

The City Council of the City of Mattoon held a regular meeting in the Council Chambers at City Hall on May 18, 2004 at 7:09 p § 159.49 YARDS.

- (A) Front yards. Front yards shall be provided in each respective district as follows:
 - (1) RS, R1, R2, R3, C1, and C2, Residence and Commercial Districts: Minimum dimension 25 feet.
 - (a) Front yard lines established in recorded subdivisions, which equal at least 20% of the depth of the lots, shall apply to buildings erected in such subdivisions.
 - (b) Buildings on through lots shall provide a front yard on each street.
 - (c) A corner lot located at the intersection of the two streets, shall provide front yards, for any building constructed thereon, parallel to both streets and conforming to the front yard required on lots which front on each street, providing that the building area on the corner lot need not be reduced below thirty-five (35) feet in width, measured perpendicularly to the side street.
 - (d) Provided further that no accessory building located at such lot shall project beyond the front yard line established for the lots fronting on the side street.
 - (2) C3 Service Commercial Districts: the regulations for the R1 Single-Family Residence District shall apply to all types of buildings hereafter erected, except on corner lots.
 - (a) Residential buildings shall comply with (A)(1)(c) above.
 - (b) Commercial buildings; the front yard requirement shall apply to both streets providing that the building area on the corner lot need not be reduced below fifty (50) feet in width, measured perpendicularly to the side street.
 - (3) Where two or more lots, (see vision clearance on corner lots, § 159.51) comprising at least 33% of the frontage in a block are developed with buildings having front yards which do not conform to the above, the average front yard so established shall apply to buildings hereafter erected in the block.
 - (4) C4 General Commercial district: front yards for residential buildings shall comply with the regulations prescribed for the R2 Single-Family Residence District but front yards are not required for other structures.
 - (5) C5 Shopping Center District: per Requirement Standards.
 - (6) I Industrial District: front yards are not required for commercial or industrial buildings.
 - (7) All lots fronting on two or more streets shall have a front yard setback from each street.

Section 3. This ordinance shall be deemed published as of the day of its adoption and approval by the City Council.

Section 4. This ordinance shall be effective upon its approval as provided by law.

Upon motion by <u>Mayor White</u>, seconded by <u>Commissioner Ervin</u>, adopted this <u>15th</u> day of <u>November</u>, 2005, by a roll call vote, as follows:

AYES (Names): Commissioner Cline, Commissioner Cook,

Commissioner Ervin, Commissioner Schilling,

Mayor White
NAYS (Names): None
ABSENT (Names): None

Approved this 15th day of November, 2005.

The City Council of the City of Mattoon held a regular meeting in the Council Chambers at City Hall on May 18, 2004 at 7:09 p

/s/ Charles E. White

Charles E. White, Mayor

City of Mattoon, Coles County, Illinois

ATTEST: APPROVED AS TO FORM

/s/ Susan J. O'Brien /s/ J. Preston Owen

Susan O'Brien, City Clerk J. Preston Owen, City Attorney

Recorded in the Municipality's Records on November 16, 2005.

Mayor White opened the floor for discussion. No discussion.

Mayor White declared the motion carried by the following vote: YEA Commissioner Cline, YEA Commissioner Cook, YEA Commissioner Ervin, YEA Commissioner Schilling, YEA Mayor White.

UNFINISHED BUSINESS

Mayor White seconded by Commissioner Schilling moved to adopt Resolution 2005-2617, authorizing the mayor to sign a \$510,000 grant agreement with the Illinois Department of Commerce and Economic Opportunity for the City of Mattoon to assist Justrite Manufacturing Company with necessary infrastructure for a new warehouse in the Mattoon Enterprise Park.

CITY OF MATTOON, ILLINOIS

RESOLUTION NO. 2005-2617

A RESOLUTION AUTHORIZING THE MAYOR TO SIGN A \$510,000 GRANT AGREEMENT WITH THE ILLINOIS DEPARTMENT OF COMMERCE AND ECONOMIC OPPORTUNITY FOR THE CITY OF MATTOON TO ASSIST JUSTRITE MANUFACTURING COMPANY WITH NECESSARY INFRASTRUCTURE FOR A NEW WAREHOUSE IN THE MATTOON ENTERPRISE PARK

WHEREAS, a \$510,000 Community Development Assistance Program (CDAP) grant has been offered to the City of Mattoon by the Illinois Department of Commerce and Economic Development (DECO) to assist Justrite Manufacturing Company LLC to consolidate its warehouse operations into a new 75,000 square foot facility to be leased from Agracel, Inc. in the Mattoon Enterprise Park; and

WHEREAS, this project will create 35 new jobs for the local economy; and

WHEREAS, this grant will assist with the cost of infrastructure necessary to serve the proposed warehouse, including water and sewer, road access entrances, drives and parking lots.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL FOR THE CITY OF MATTOON, COLES COUNTY, ILLINOIS, that the Mayor is authorized to sign a \$510,000 grant agreement with the Illinois Department of Commerce and Economic Opportunity, a copy of which is attached hereto and incorporated herein by reference.

Upon motion by <u>Mayor White</u>, seconded by <u>Commissioner Schilling</u>, adopted this <u>15th</u> day of <u>November</u>, 2005, by a roll call vote, as follows:

AYES (Names): Commissioner Cline, Commissioner Cook,

Commissioner Ervin, Commissioner Schilling,

Mayor White:

NAYS (Names) None

ABSENT (Names):None

The City Council of the City of Mattoon held a regular meeting in the Council Chambers at City Hall on May 18, 2004 at 7:09 p

Approved this 15th day of November, 2005.

/s/ Charles E. White Charles E. White, Mayor

City of Mattoon, Coles County, Illinois

ATTEST: APPROVED AS TO FORM

<u>/s/ Susan J. O'Brien</u> <u>/s/ J. Preston Owen</u>

Susan O'Brien, City Clerk

J. Preston Owen, City Attorney

Recorded in the Municipality's Records on November 16, 2005.

Mayor White opened the floor for discussion. No discussion.

Mayor White declared the motion carried by the following vote: YEA Commissioner Cline, YEA Commissioner Cook, YEA Commissioner Ervin, YEA Commissioner Schilling, YEA Mayor White.

NEW BUSINESS

Commissioner Ervin seconded by Commissioner Cook moved to adopt Ordinance 2005-5211, amending Section §36.54 the Mattoon Code of Ordinances establishing internal financial controls for the expenditure of hotel/motel tax receipts.

CITY OF MATTOON, ILLINOIS

ORDINANCE NO. 2005-5211

AN ORDINANCE AMENDING SECTION § 36.54 OF THE MATTOON CODE OF ORDINANCES ESTABLISHING INTERNAL FINANCIAL CONTROLS FOR THE EXPENDITURE OF HOTEL/MOTEL TAX RECEIPTS

WHEREAS, the City of Mattoon has imposed a tax on gross rental receipts upon all persons engaged in the business of renting, leasing or letting rooms in a hotel or motel located within the corporate limits of the city pursuant to enabling provisions of Illinois Compiled Statutes, § 65 ILCS 5/8-3-14; and

WHEREAS, it would desirable to establish internal financial controls for expenditure of Hotel/Motel funds; and

WHEREAS, the Festival Management Committee recommended approval of this ordinance at a meeting held November 2, 2005; and

WHEREAS, the Tourism Advisory Committee recommended approval of this ordinance at a meeting held November 11, 2005.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Mattoon as follows:

Section 1. Section §36.54 of Chapter 36 of the Code of Ordinances of the City of Mattoon is hereby repealed and reenacted as follows:

§ 36.54 USE OF RECEIPTS.

(A) The amounts collected by the municipality pursuant to this chapter shall be expended by the municipality solely to promote tourism and conventions within the municipality or otherwise to attract nonresident overnight visitors to the municipality. No funds received pursuant to this chapter shall be used to advertise for or otherwise promote new competition in the hotel business.

- (B) Expenditures of funds collected by the municipality pursuant to this chapter shall be subject to an annual budget adopted by the City Council for the Hotel/Motel Tax Special Revenue Fund before the beginning of the fiscal year to which it applies. The fiscal year of the municipality begins May 1st and ends April 30th.
- (C) The Tourism Coordinator submits requests for appropriation of Hotel/Motel Tax funds as recommended by the Tourism Advisory Committee. The City Administrator uses the request of the Committee as the starting point for formulating a tentative budget. The tentative budget is published and made conveniently available for public inspection for at least ten days prior to the passage of the budget. Not less than one week after the publication of the tentative budget and prior to final action on the budget, the City Council holds at least one public hearing, after which hearing or hearings, the budget may be further revised and passed without any further inspection, notice or hearing. Notice of the budget hearing is given by publication in a newspaper having a general circulation in the municipality at least one week prior to the time of the hearing.
- (D) The budget is presented in account code classifications that enable reporting of financial data by fund, function and objects of expenditure. The City Council delegates authority to the Departmental Commissioner responsible for Tourism Development to delete, add to, change or create sub-classes within object classes budgeted previously, subject to prior approval by the City Administrator. On recommendation of the Tourism Advisory Committee and a vote of two-thirds of the City Council members, the annual budget may be revised within funds and functions. However, no revision of the budget shall be made increasing the budget in the event funds are not available to effectuate the purpose of the revision.
- (E) The Tourism Coordinator is responsible for managing expenditures within limits established by the approved budget. No person shall obligate Hotel/Motel Tax funds for any purpose unless the Tourism Coordinator has given prior approval as to budget and account coding by signing a source document authorizing the transaction. Expenditures greater than \$5,000 require signature approval of the City Administrator. The Tourism Coordinator may authorize expenditures exceeding individual line item amounts in the approved budget with the prior approval of the Departmental Commissioner, but formal City Council approval at a regular or special meeting shall be required in all of the following circumstances:
 - (1) For any deviation that would increase the number of full or part-time positions authorized by the budget;
 - (2) For any deviation from the approved budget that will exceed the "bottom line" established for total expenditures for the Hotel/Motel Tax Fund;
 - (3) For any deviation from the approved budget that will transfer money between funds; and,
 - (4) For expenditures valued greater than \$10,000, regardless if the project or program has been authorized in the approved budget.
- **Section 2.** This ordinance shall be deemed published as of the day of its adoption and approval by the City Council.

Section 3. This ordinance shall be effective upon its approval as provided by law.

Upon motion by <u>Commissioner Ervin</u>, seconded by <u>Commissioner Cook</u>, adopted this <u>15th</u> day of <u>November</u>, 2005, by a roll call vote, as follows:

AYES (Names): Commissioner Cline, Commissioner Cook,

Commissioner Ervin, Commissioner Schilling,

Mayor White
NAYS (Names): None
ABSENT (Names): None

Approved this 15th day of November, 2005.

/s/ Charles E. White

The City Council of the City of Mattoon held a regular meeting in the Council Chambers at City Hall on May 18, 2004 at 7:09 p

Charles E. White, Mayor City of Mattoon, Coles County, Illinois

ATTEST: APPROVED AS TO FORM

/s/ Susan J. O'Brien Susan J. O'Brien, City Clerk /s/ J. Preston Owen
J. Preston Owen, City Attorney

Recorded in the Municipality's Records on November 16, 2005.

Mayor White opened the floor for discussion. No discussion.

Mayor White declared the motion carried by the following vote: YEA Commissioner Cline, YEA Commissioner Cook, YEA Commissioner Ervin, YEA Commissioner Schilling, YEA Mayor White.

Mayor White seconded by Commissioner Cook moved to approve Council Decision Request 2005-537, authorizing the mayor to sign a grant agreement that would reimburse Tony Eaton up to \$150,000 of the costs for a structural repair project and adaptive reuse of a building formerly know as the Club Illini at 1410 Broadway Avenue, subject to clear title being obtained by Mr. Eaton.

Mayor White opened the floor for discussion. No discussion.

Mayor White declared the motion carried by the following vote: YEA Commissioner Cline, YEA Commissioner Cook, YEA Commissioner Ervin, YEA Commissioner Schilling, YEA Mayor White.

Mayor White seconded by Commissioner Ervin moved to recess to closed session at 7:08 p.m. pursuant to the Illinois Open Meetings Act for the purpose of considering the employment, performance or dismissal of employees of the municipality (5 ILCS 120 (2)(c)(1); the purchase or lease of real property (5 ILCS 120(2)(c)(5); the price for sale or lease of property (5 ILCS 120(2)(c)(6); or litigation affecting or on behalf of the City of Mattoon (5 ILCS 120/2(c)(11)): Hiring criteria for new employees to be assigned to the Public Works Labor Pool; and Status of negotiations on a proposed land exchange whereby the City would acquire real estate south of the YMCA in exchange for a land owned by the municipality.

Mayor White opened the floor for discussion. Mattoon Journal Gazette Reporter Herb Meeker inquired whether the Council would be voting on the issues of executive session. Mayor White responded with probably not.

Mayor White declared the motion carried by the following vote: YEA Commissioner Cline, YEA Commissioner Cook, YEA Commissioner Ervin, YEA Commissioner Schilling, YEA Mayor White.

Council reconvened from closed session at 8:01 p.m.

City Attorney/Treasurer Owen reviewed YMCA survey results.

Mayor White seconded by Commissioner Cook moved to adjourn at 8:03 p.m.

Mayor White declared the motion carried by the following vote: YEA Commissioner Cline, YEA Commissioner Cook, YEA Commissioner Ervin, YEA Commissioner Schilling, YEA Mayor White.

/s/ Susan J. O'Brien City Clerk